



An Equal Opportunity/Affirmative Action Employer

## **Announcement of Intention to Fill a Job Vacancy**

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### **Deputy General Counsel for CPFED, NS**

**Location:** One State Street, New York City

**Business Unit:** Office of General Counsel

**Negotiating Unit:** Management Confidential (MC)

Please note that a change in negotiating unit may affect your salary, insurance and other benefits.

**Salary:** \$147,758 - \$185,851 (salary commensurate with experience)

**Positions located within the New York City metropolitan area, as well as Suffolk, Nassau, Rockland, and Westchester Counties, are also eligible to receive an additional \$3,087 annual downstate adjustment.**

**Appointment Status:** This is an appointment to a position in the exempt jurisdictional class.

**Appointment to this position is pending Governor Appointment's Office and Division of Budget approval.**

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The New York State Department of Financial Services seeks to build an equitable, transparent, and resilient financial system that benefits individuals and supports business. Through engagement, data-driven regulation and policy, and operational excellence, the Department and its employees are responsible for empowering consumers and protecting them from financial harm; ensuring the health of the entities we regulate; driving economic growth in New York through responsible innovation; and preserving the stability of the global financial system.

The Department of Financial Services is seeking candidates for the position of Deputy General Counsel for Consumer Protection and Financial Enforcement Division (CPFED) in the Office of General Counsel. Reporting to the General Counsel, the Deputy General Counsel for CPFED is required to handle, and, may supervise the handling of legal questions which arise in connection with the activities of the Department of Financial Services (DFS). The duties of the Deputy General Counsel for CPFED will include, but not be limited to:

- Works with the General Counsel on policy development, regulatory and legislative drafts, and supports and advises the CPFED investigation teams on legal matters;
- Drafts legal memoranda on policy issues and develops policy proposals;
- Advises investigation teams, including through investigatory work, such as document review and analysis and assists investigation teams in developing their legal theories for cases;
- Assists in the drafting of papers to be submitted in Department of Financial Services administrative proceedings;
- Litigation, including researches discrete legal issues; drafts memoranda of law, affirmations and affidavits, and other court filings as well as correspondence with parties; preparing for oral argument;
- Drafts proposed regulations and prepares the documents required for promulgation of regulations by the State Administrative Procedure Act;
- Drafts and analyzes legislation;
- Drafts industry advisory materials;
- Writes reports; and
- Other duties as assigned.

## **Preferred Qualifications**

- Law degree from an accredited law school and admission to, and member in good standing of, the New York State Bar.
- At least eight years of relevant post-bar experience.
- At least four years of managerial supervision with a demonstrated ability to supervise large teams.
- Experience with Civil or criminal law enforcement, policy development/public policy, litigation or agency administrative proceedings.
- Superior written and legal research skills. Social science or other independent research experience a plus.
- Proficiency in preparing memoranda, particularly in summarizing documents reviewed.
- Ability to work independently.
- Familiarity or interest in gaining experience with: financial services regulation, particularly consumer protection laws; civil law enforcement; administrative law; state policymaking and New York State government.

## **Appointment method:**

This is an appointment to a position in the exempt jurisdictional class. As such, the incumbent of this position would serve at the pleasure of the appointing authority.

**To Apply:** Interested qualified candidates must submit a resume and letter of interest **no later than November 6, 2023** to the email address listed below. Please include Box# **(Box DGCCPFED-AC-00210)** in the subject line of your email to ensure receipt of your application. **Email submissions are preferred.**

Thomas Hurd  
Box DGCCPFED-AC-00210  
New York State Department of Financial Services  
Office of Human Resources Management  
One Commerce Plaza, Suite 301  
Albany, NY 12257  
Email: NCE.Notifications@dfs.ny.gov  
Fax: (518) 402-5071

**All candidates that apply may not be scheduled for an interview**

## **Public Service Loan Forgiveness**

Employment with New York State qualifies an individual for Public Service Loan Forgiveness (PSLF). This program forgives the remaining balance on any Direct Student Loans after you have made 120 qualifying monthly payments while working full-time for a U.S. federal, state, local, or tribal government or not-for-profit organization. To learn more about the program and whether you would qualify, please visit: <https://studentaid.gov/manage-loans/forgiveness-cancellation/public-service>

## **AMERICANS WITH DISABILITIES ACT: REASONABLE ACCOMMODATIONS**

Under the Americans with Disabilities Act (ADA), the Department of Financial Services is required to provide reasonable accommodation for known physical or mental limitations of an otherwise qualified applicant with a disability if an accommodation would enable the applicant to perform the essential functions of the job. If the accommodation would constitute an undue hardship on the operations of the agency, the agency is not required to provide it.

***Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Office of Employee Relations at (518) 473-3130 or via email at [response@oer.ny.gov](mailto:response@oer.ny.gov).***